

Canton City Hall, Third Floor
218 Cleveland Avenue, S.W.
P.O. Box 24218
Canton, Ohio 44701-4218
Hours: 8:30 a.m. - 5:00 p.m.

CIVIL SERVICE COMMISSION
CITY OF CANTON, OHIO
Phone: (330) 489-3360
FAX: (330) 580-2059



OPPORTUNITY FOR EMPLOYMENT

THE CIVIL SERVICE COMMISSION OF CANTON, OHIO

ANNOUNCES

COMPETITIVE MERIT EXAMINATIONS FOR:



AN EQUAL OPPORTUNITY EMPLOYER

CONTINUOUS RECRUITMENT

DATE OF ISSUE: March 5, 2009
NO: M5-09

CLASSIFICATION TITLE

2009 RATE

Laborer II	Step 1 - \$11.65
Maintenance Operator I	Step 1 - \$10.94
Meter Reader	Step 1 - \$11.75
Parking Enforcer	Step 1 - \$10.94
Parking Attendant	Step 1 - \$ 7.34
(City of Canton Service/Safety Departments)	
(The above listed classifications are only a sample of the classifications considered from this examination)	

PUBLIC SERVICE ENTRY LEVEL EXAMINATION

Application must be made on the regular application form available in the office of the Canton Civil Service Commission, Canton City Hall, 3rd Floor, 218 Cleveland Avenue SW, Canton, OH, or application may be printed from the City of Canton web site www.cantonohio.gov under “City Government” click on “City Services” and then on “Civil Service”. A copy of State of Ohio Driver’s License must be submitted with completed application.

EXAMINATION

There is no experience or education required to take this examination. We will offer the examination as necessary. If you have placed an application on file, you will be notified by mail when the exam is scheduled. This is an open examination. All applicants attaining a passing score of 70% or higher will be placed on the eligibility list for a period of two (2) years.

To be eligible for the position under this examination, applicants must be at least 18 years of age, show that they are a reliable worker and must be a United States Citizen or have legally declared their intention of becoming a United States Citizen. **Applicants MUST NOT have been convicted of a felony.**

****** NOTICE OF DRUG TESTING REQUIREMENT ******

Pursuant to Civil Service Rule IV (5), applicants are hereby advised that positions of employment covered by this examination are declared to be "Safety Sensitive". Accordingly, eligibility is not considered final until drug testing has been successfully completed with a negative result. Applicants who refuse to submit to drug testing, or who submit and fail such testing, will be removed from all safety sensitive eligibility lists upon which their name appears for a period of one (1) year or until the eligibility list(s) expires, whichever is shorter. Reinstatement to eligibility lists shall be contingent upon successful passage of drug testing under the Commission's control at applicant expense.

RATING

Upon completion of the examination process, candidates who receive a passing score will be placed on the eligibility list in accordance with your score.

****** IMPORTANT NOTICE TO VETERANS ******

Candidates who are Honorably Discharged veterans having served more than 180 consecutive days on active duty and present their DD-214 Form - long version **AT THE TIME OF APPLICATION** will receive 20% additional credit, provided they make a passing grade. Documentation received after the filing deadlines will not be eligible for bonus point award. Applicants are solely responsible for making Commission staff members aware of previous filings of discharge papers by the application deadline if bonus credit is to be claimed.

CITY RESIDENCY BONUS

Applicants who have resided within the Canton City limits for at least six (6) months or longer immediately prior to testing will receive 5% additional credit, provided they make a passing score.

THE MAXIMUM ALLOWABLE BONUS POINT AWARD IS 20%.

EQUAL EMPLOYMENT

All qualified applicants will receive consideration for appointment without regard to race, religion, color, national origin, sex, political affiliation, age, type of disability, or any other non-merit factor.

ADMITTANCE TO EXAMINATION - IDENTIFICATION REQUIRED

Candidates who have been accepted to the examination will be admitted to the test site only upon presentation of their valid State of Ohio Drivers License or other valid photo-identification card satisfactory to the examiners. **PERSONS UNABLE TO PRESENT PHOTO-IDENTIFICATION WILL NOT BE EXAMINED.**

DUTIES

The work in all these classifications is general labor in nature, physically demanding and requires good health. Actual duties will vary depending on department. Work must be performed indoors and outdoors throughout the year in all types of weather.

BY ORDER OF THE CANTON CIVIL SERVICE COMMISSION
Samuel J. Sliman, Administrator